

DISSEMINATION

SECURITY INFORMATION

FINANCE DIVISION NOTICE NO. 427

15 July 1952

SUBJECT: Cash Collections of Insurance Premiums

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MIA  
marked*  
Effective 1 August 1952 Disbursing Office will not accept  
pre-works for credit to Insurance Accounts 514-Undisbursed Insurance  
Premiums and 615-Undisbursed Hospitalization Premiums.

Collections for the above-stated purposes will be handled  
by the Insurance Unit, Certifying and Liaison Branch.

Cash received over the counter in the Insurance Office will  
be receipted for on an official FD Receipt; the original of which  
will be given to the insured, the pink copy retained in the Insurance  
Office, and the green copy together with the money received will be  
given to the Disbursing Office not later than 4 p.m. of each day, and  
the Disbursing Office will give the Insurance Office a receipt for  
the total amount. This receipt will be attached to the pink copies  
retained in the Insurance Office.



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Chief, Finance Division

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